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SECURITY INFORMATION

CONFIDENTIAL

Deputy Director of Training (Special)

9 September 1953

Chief, Advanced Training Division

Weekly Activity Report # 36
1 - 8 September 1953

I. NEW ACTIVITIES

a. It has become apparent that the Advanced Training Division needs tightening up administratively. The undersigned is currently engaged in arriving at a clear designation of responsibilities and chains of command for the clerical staff. The current system of issuing materials to students is being investigated and an attempt is being made to recall and recover a number of books which have been issued to students by the Advanced Training Division and have never been returned.

b. A related problem concerns the issuance of certain publications to students by the CPO Course. The question of advisability of continuing to print large numbers of copies of certain publications for permanent retention by the students is being looked into and a special study is being prepared.

II. OLD ACTIVITIES

None

III. PERSONNEL CHANGES

None

ROBERT B. SHAFTER

JOB NO. _____ BOX NO. _____ FLD NO. _____ DOC. NO. 2 NO CHANGE
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